

# INST 6105: Distance Education Tools

Summer 2010, Utah State University

---

Instructor:	Doug Holton	Class meets	June 14-18 online
Office:	Educ 205, 435-797-2698	in Room 178:	June 21-25 on campus M-F 8:15-10:30am
Office Hours:	By appointment		June 28-July 2 on campus M-F 8:15-10:30am
Email:	<a href="mailto:doug.holton@usu.edu">doug.holton@usu.edu</a>		July 5-9 online
IM:	doug.holton on gtalk/skype		July 12-16 on campus M-F 8:15-10:30am
			July 19-23 online

---

## Course Description:

In this course we'll learn about tools and principles for creating effective and engaging online and blended learning environments. Some of the things we'll try to do include:

- develop a philosophy of teaching and technology
- identify misconceptions about online/blended learning and educational technology
- review recent research and theory about online learning
- set up online personal learning networks for professional development and lifelong learning
- learn how to evaluate e-learning and redesign courses for blended/online learning
- learn about new media literacies, 21<sup>st</sup> century learning, digital communities and identities
- design effective visualizations, animations, and multimedia
- design instruction in a learning management system
- and the primary focus, learn how to use various tools that can be used in support of online/blended learning, as described below.

---

## Example tools:

Some of the types of tools we'll be learning about include:

- Blogs
- Wikis
- Social bookmarking
- Micro-blogging
- Social networking
- Animation/multimedia authoring
- Learning management systems
- Content management systems
- Virtual worlds
- Video, podcasts, screencasts
- Simulations, videogames
- Presentation tools
- Digital note-taking, tablets/slides
- Mobile learning
- Cloud computing, Google apps
- Visualization tools, concept mapping

---

## Materials Needed for the Course:

### Books

No textbooks are required to be purchased for this class.

A free, online pdf book we will be using is:

*The Theory and Practice of Online Learning:*

<http://www.aupress.ca/index.php/books/120146>

(click the 'Ebook' tab on that page for the pdfs)

### Laptop

**\*\*You will need to bring your laptop with you to our class in room 178 (which has no computers).**

If you don't have one, I can lend you a netbook to use.

## Class Schedule

The daily schedule of activities will be posted online starting June 21<sup>st</sup>.

**\*\*Please bring your laptop with you to class, or I can loan you a netbook to use.**

### Weekly Schedule:

1. June 14 - June 18 (online)
2. June 21 - June 25 (on campus) 8:15 to 10:30 AM, M-F
3. June 28 - July 2 (on campus) 8:15 to 10:30 AM, M-F
4. July 5 - July 9 (online)
5. July 12 - July 16 (on campus) 8:15 to 10:30 AM, M-F
6. July 19 - July 23 (online completion of projects if needed)

### Week 1 Activities (online):

What is your philosophy of teaching *and* technology? Especially as it relates to teaching blended or online courses. How do you see technology and its role in your teaching and learning?

I'd like you to think about that the first week of class (before we meet), and go ahead and write down your thoughts.

Assignment: (10 pts) Write at least a couple of paragraphs about your philosophy of teaching & technology, and be prepared to discuss it with the class on Monday June 21<sup>st</sup>.

Reading: To help you think about your philosophy of teaching and technology, please read this book chapter: Kanuka, H. (2008). Understanding e-learning technologies-in-practice through philosophies-in-practice. In T. Anderson (Ed.), The Theory and Practice of Online Learning (2<sup>nd</sup> Ed.). Athabasca University Press. This chapter is available as an online pdf here: <http://bit.ly/cKqgTb>

Optional readings: If you want a headstart on the class, I also recommend skimming some other chapters in that book: <http://www.aupress.ca/index.php/books/120146> including Chapter 6: "Technologies of Online Learning" if you are unfamiliar with blogs and wikis and so forth.

---

## Grading:

### University Grading Scale:

A	100-93%
A-	92-90%
B+	89-87%
B	86-83%
B-	82-80%
C+	79-77%
C	76-73%
C-	72-70%
D	69-60%
F	59-0%

### Participation and grades:

This is a participatory class. No quizzes or papers to turn in, only projects and activities to work on. If you do the activities and try your best, you'll get full credit.

Your final grade will be composed of:

- 10 pts: philosophy of teaching & technology assignment (see above)
- 150 pts: We are essentially meeting 15 times, and you'll get 10 points for participating each day
- 40 pts: final project

For a total of 200 points.

If you cannot make one or more classes, you can makeup the activities online.

## **Legal Stuff:**

### **USU Criteria for Make-Up of Missed Assignments or Projects**

Students will be allowed to make-up assignments or projects only if they meet one of the following criteria:

- Incapacitating illness prevents a student from attending classes for a minimum period of two weeks,
- A death in the family,
- Financial responsibilities requiring a student to alter a schedule to secure needed employment,
- Change in work schedule as required by employer (with verification) or,
- Other emergencies deemed appropriate by the instructor.

If there are extenuating circumstances, a student may petition the instructor for time beyond the deadline. Documentation of the circumstances cited to justify the make-up is required.

### **Academic Integrity - "The Honor System"**

Each student has the right and duty to pursue his or her academic experience free of dishonesty. The honor system is designed to establish the higher level of conduct expected and required of all Utah State University students.

*The Honor Pledge:* To enhance the learning environment at USU and to develop student academic integrity, each student agrees to the following Honor Pledge: "I pledge, on my honor, to conduct myself with the foremost level of academic integrity." A student who lives by the Honor Pledge is a student who does more than not cheat, falsify, or plagiarize. A student who lives by the Honor Pledge:

- Espouses academic integrity as an underlying and essential principle of the USU community;
- Understands that each act of academic dishonesty devalues every degree that is awarded by this institution; and
- Is a welcomed and valued member of Utah State University

### **Plagiarism**

Plagiarism includes knowingly "representing, by paraphrase or direct quotation, the published or unpublished work of another person as one's own in any academic exercise or activity without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials." The penalties for plagiarism are severe. They include warning or reprimand, grade adjustment, probation, suspension, expulsion, withholding of transcripts, denial or revocation of degrees, and referral to psychological counseling. See <http://www.usu.edu/policies/PDF/Acad-Integrity.pdf>

### **Grievance Process (Student Code)**

Students who feel they have been unfairly treated [in matters other than (i) discipline or (ii) admission, residency, employment, traffic, and parking - which are addressed by procedures separate and independent from the Student Code] may file a grievance through the channels and procedures described in the Student Code:

See <http://www.usu.edu/student-services/studentcode/>  
(Article VII. Grievances, pages 25-30)

### **Sexual Harrassment**

Sexual harassment is defined by the Affirmative Action/Equal Employment Opportunity Commission as any "unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature." If you feel you are a victim of sexual harassment, you may talk to or file a complaint with the Affirmative Action/Equal Employment Opportunity Office located in Old Main, Room 161, or call the AA/EEO Office at 797-1266.

### **Students with Disabilities**

The Americans with Disabilities Act states: "Reasonable accommodation will be provided for all persons with disabilities in order to ensure equal participation within the program. If a student has a disability that will likely require some accommodation by the instructor, the student must contact the instructor and document the disability through the Disability Resource Center (797-2444), preferably during the first week of the course. Any request for special consideration relating to attendance, pedagogy, taking of examinations, etc., must be discussed with and approved by the instructor. In cooperation with the Disability Resource Center, course materials can be provided in alternative format, large print, audio, diskette, or Braille."

### **Withdrawal Policy and Incompletes**

Students are required to complete all courses for which they are registered by the end of the semester. In some cases, a student may be unable to complete all of the coursework because of extenuating circumstances, but not due to poor performance or to retain financial aid. The term 'extenuating' circumstances includes: (1) incapacitating illness which prevents a student from attending classes for a minimum period of two weeks, (2) a death in the immediate family, (3) financial responsibilities requiring a student to alter a work schedule to secure employment, (4) change in work schedule as required by an employer, or (5) other emergencies deemed appropriate by the instructor.